JSMIN, 2013-11-14

Attending: Adam, Kate, Jim, Robert, Joyce, Bill, Mark

We reviewed the revised working group charges, except for E-Resources which is nearly completed. We agreed to change the start date to "no later than January 2nd." We agreed that pilots and projects would be managed by JSMIN.

We clarified that communication between teams and JSMIN/TSI would be mostly verbal and that written reports would not be required. JSMIN and leads will meet regularly starting in January with a kick-off meeting. TSI will meet with the Teams and review charges starting Nov. 25th with Non-MARC Metadata and Ordering. The liaison is the primary contact for the teams.

The Cornell documentation JD is almost finished. It will be a half time 18 month position possibly starting in April that will help us merge and manage our documentation going forward. The JD will be shared with JSMIN for input.

The changes in leads and chairs was discussed. We will encourage more staff participation, particularly to work on focused tasks.

We discussed the roles of TSI and JSMIN.

We began discussion of a proposal to jointly review new or changed job descriptions for 2CUL implications and got general agreement. This will be discussed further.

JSMIN will meet every first Thursday, starting December 5. A quorum is 3 people from each institution.